

**Minutes of Great Bentley Parish Council Planning Committee Meeting**  
**Thursday 3<sup>rd</sup> February 2011 in the Village Hall**

| Planning Reference No. | Application Details   | Address                            | PC Comments   |
|------------------------|---|------------------------------------|---------------|
| 11/00034/FUL           | Change of use of 1 hectare field to rear of property to paddock for grazing applicants horses, building of stable block in curtilage of dwelling adjacent to proposed paddock for applicants' horses. | Tye Barn, Tye Road, Great Bentley. | No objections |
| 11/00035/FUL           | Proposed cart lodge with storage over.  | Tye Barn, Tye Road, Great Bentley  | No objections |

All Councillors were in agreement with comments made. Proposed by Cllr Balbirnie and Seconded by Cllr Warder with no objections.

**Minutes of Great Bentley Parish Council Meeting**  
**Thursday 3<sup>rd</sup> February 2011 in the Village Hall**

**Present**

Cllr Hills (Chair), Cllr Herbert (Vice-Chair), Cllr Wright, Cllr Balbirnie, Cllr Taylor, Cllr Warder and Kate Mayhew (Clerk)

**In Attendance**

County Cllr Derek Robinson, PCSO Les Double, Will Lodge, Clacton Gazette, Mick Dorling, Contractor and approximately 12 members of the public.

PUBLIC QUESTION TIME WILL BE FOR A MAXIMUM OF 10 MINUTES AND LIMITED TO 3 MINUTES PER PERSON AT THE DISCRETION OF THE CHAIRMAN

NO QUESTIONS

20. **Apologies for absence** – Cllr Gibbon – away. Cllr Morton – work commitment.
21. **Minutes** – To confirm and sign Minutes of the Meeting held on 6<sup>th</sup> January 2011. Proposed by Cllr Wright and Seconded by Cllr Taylor. There were no objections and the Vice Chairman signed the Minutes. To confirm and sign Minutes of Meeting held on 19<sup>th</sup> January 2011. Proposed by Cllr Warder and Seconded by Cllr Taylor. There were no objections and the Chairman signed the Minutes.
22. **Declarations of Interest** – Cllr Wright for Item 31 –St Mary's Farm, he will be renting 50 acres from next year.
23. **Police Report & PCSO** – PCSO Les Double read out the Police report.  
Missing Person - De Vere Estate  
Theft of Motor Vehicle - Flag Hill - (Vehicle taken from drive)  
Criminal Damage - Larkfield Road - (Car panels scratched but don't know location it was done)  
The Path x 2 - (Unknown substance poured onto vehicle)

(Fog lights smashed)

RTC With Injury - Flag Hill

**PCSO** - The Clerk gave a brief update on the situation regarding the possibility of entering into a new Contract. **Clerk to involve Linda Belgrove in discussions with EP.**

**24. Clerks Report** – *The Clerk read out her report (previously circulated)*

Clerks Report – February 2011

- 1) I have contacted a company in Suffolk regards the Protected Species Survey for the proposed Car Park but at the time of writing have not yet received a response. **Clerk to chase.**
- 2) Kevin Beck showed me how to update the website and did some minor jobs in the office such as sync the laptop with the PC and I have done some alterations to the main page which are not on the site as members need to approve them. I shall forward the link.
- 3) The Considerate Parking Scheme is underway in the village apparently although I am still awaiting clarification from Ian Taylor at TDC as to what exactly we need to be doing!
- 4) The End of Year Accounts has been started.
- 5) The Elections are due this year and Members should give some thought to whether or not they are to continue in their role and if so how to campaign should their seats be contested. I have mentioned it in the Parish Magazine and nomination papers should soon be arriving. Do Members wish to actively pursue an election? An open event could be arranged for prospective new Councillors? **Clerk to continue with current advertising campaign.**
- 6) I have confirmed with TDC the Annual Play Area Inspection for 2011. **Clerk to forward the 2010 report to Cllr Herbert.**
- 7) I have been liaising with Essex Police regarding the PCSO Contract. Unfortunately Inspector Morton has been moved to another area so we are now dealing with Inspector Willis who appears to be based in Harwich. He is aware of the current position and will be in contact with me regarding the possibility of having a new PCSO. Inspector Morton did speak with HQ before he transferred and they were not sure there would be an opportunity for us to enter into a new contract. I have emailed Inspector Willis for him to clarify as soon as possible.

Thank you.

Kate Mayhew  
Clerk to Great Bentley Parish Council

**25. Correspondence Report** – *Items of correspondence received for the Councils attention.*

**Correspondence Report  
February Parish Council Meeting 2011**

- 1) *Mr Ryan (via email) – Condition of the Green – Cllr Herbert responded. There is little that can be done until after the Football Season. Clerk to respond via Cllr Herbert.*
- 2) *E Drake – Friends of the Green – Request for Caravan on Green during Open Gardens Event. July 3<sup>rd</sup>. Request proposed by Cllr Hills and Seconded by Cllr Herbert. No objections. Clerk to write.*

3) **Bentley Art Club – request to be on PC website. There were no objections. Clerk to place an advert in the Parish Magazine informing groups/organisations that they can be listed on the website. All in favour.**

26. **Information and Reports - Requests from members for additional matters off report or information only to be brought to the attention of the council.**

27. **County and District Councillors Reports**

- i) County Councillor – Minerals extraction drop-in session, not relevant to Bentley. Transport Consultation – highlight rural transport needs. Budget Meeting deferred to 28<sup>th</sup> February.
- ii) District Councillor - February Report 2011

Free Parking Initiative

TDC has responded to the feedback it has received regarding its Free Parking Initiative and extended its times of free parking in the District, which will now include another Car Park. The initiative has been in operation since 1<sup>st</sup> October 2010 and is to continue through to 31<sup>st</sup> May 2011. Whereas the original free parking was from 2.00 pm to 6.00 pm this has now been extended from 2.00 pm to 6.00 am; giving overnight parking free of charge. The number of car parks available, for the initiative, has been increased from seven to eight.

The car parks are; (only read out if you feel appropriate)- High Street Clacton; High Street Walton; Elm Grove Great Clacton; Ipswich Road Holland on Sea; Jaywick Beach Jaywick; Victoria Place Brightlingsea; Milton Road Dovercourt and the new addition Wellington Road Harwich. Wellington Road car park is close to the Electric Palace Cinema and also gives easy access to the Harwich pier area.

Considerate Parking Initiative (CPI)

The CPI, which has been nationally acclaimed for tackling anti-social parking and was originally introduced by Brightlingsea, it was taken up recently in Harwich Dovercourt Manningtree Mistley and Lawford.

The aim of the scheme is to get the message across to drivers, without enforcement, the impact of how their anti-social parking has an effect on others, although persistent offenders will receive a fixed penalty notice.

Due to its success the CPI is to be operated soon in St Osyth, Ardleigh, Bradfield, Tendring Village, Little Bromley, Wix, Arlesford and **Great Bentley.**

Small Schemes Grant

I have now used up my allocation for this year and pleased the funds have assisted the following groups in the village: Scouts & Guides, Bentley Green Players, Bentley in Bloom, Royal British Legion and the Village Hall.

28. **Finance – a) Items of approved expenditure for the month were agreed, proposed by Cllr Taylor and Seconded by Cllr Warder. There were no objections.**

*Monthly Expenditure – February 2011*

|          |        |                               |      |                             |          |         |          |
|----------|--------|-------------------------------|------|-----------------------------|----------|---------|----------|
| 03.02.11 | 101010 | FRIENDS OF HISTORIC ESSEX     | A100 | ANNUAL SUBSCRIPTIONS        | £ 10.00  |         | £ 10.00  |
| 03.02.11 | 101011 | M DORLING                     | M010 | GENERAL MAINTENANCE         | £ 592.00 |         | £ 592.00 |
| 03.02.11 | 101012 | EALC                          | A017 | TRAINING - CLLR<br>WARDER   | £ 96.00  |         | £ 96.00  |
| 03.02.11 | DD     | E-ON<br>GREAT BENTLEY VILLAGE | L010 | ENERGY CHARGE               | £ 250.49 | £ 43.84 | £ 294.33 |
| 03.02.11 | 101013 | HALL                          | A060 | ROOM HIRE                   | £ 20.30  |         | £ 20.30  |
| 03.02.11 | 101014 | K MAYHEW                      | A014 | OFFICE EQUIPMENT -<br>TONER | £ 81.18  |         | £ 81.18  |
| 03.02.11 | 101014 | K MAYHEW                      | A022 | CLERK PHONE LINE            | £        |         | £ 60.00  |

|          |        |                       |      |                   |           |         |           |
|----------|--------|-----------------------|------|-------------------|-----------|---------|-----------|
|          |        |                       |      | RENTAL            | 60.00     |         |           |
|          |        |                       |      |                   | £         |         |           |
| 03.02.11 | 101014 | K MAYHEW              | A010 | CLERKS SALARY     | 586.54    |         | £ 586.54  |
|          |        |                       |      |                   | £         |         |           |
| 03.02.11 | 101015 | D TYLER               | A013 | CARETAKER         | 53.60     |         | £ 53.60   |
|          |        |                       |      | LEGAL FEES -      |           |         |           |
| 03.02.11 | 101016 | ELLISONS SOLICITORS   | A021 | ALLOTMENTS        | £1,050.00 | £183.75 | £1,233.75 |
|          |        |                       |      |                   | £         |         |           |
| 03.02.11 | DD     | TALKTALK              | A035 | BROADBAND CHARGES | 19.99     | £ 3.99  | £ 23.98   |
|          |        | GREAT BENTLEY VILLAGE |      | RESOURCE CENTRE   | £         |         |           |
| 03.02.11 | 101017 | HALL                  | A065 | RENT              | 171.27    |         | £ 171.27  |
|          |        |                       |      |                   |           |         |           |
|          |        |                       |      | <b>TOTAL</b>      | £2,991.37 | £231.58 | £3,222.95 |

b) Q2 Bank Reconciliation – Proposed by Cllr Herbert and Seconded by Cllr Balbirnie

### **CURRENT ACCOUNT**

#### **Bank Reconciliation 1st October - 31st December 2010**

|                               |            |  |
|-------------------------------|------------|--|
| Opening Balance               | £17,843.36 |  |
| Payments to Date              | £8,470.27  |  |
| Receipts to Date              | £29,629.48 |  |
| Balance Brought Forward       | £39,002.57 |  |
| Cheques Not Presented         | £0.00      |  |
| Balance at 31st December 2010 | £39,002.57 |  |

### **DEPOSIT ACCOUNT**

#### **Bank Reconciliation 1st October - 31st December 2010**

|                                  |            |  |
|----------------------------------|------------|--|
| Opening Balance                  | £18,587.94 |  |
| Payments to Date                 | 0          |  |
| Receipts to Date                 | £23.46     |  |
| Balance Brought Forward          | £18,611.40 |  |
| Balance as at 31st December 2010 | £18,611.40 |  |

29. **Highways – VAS in Heckfords Road – Clerk to ask Highways when it will be installed.** County Cllr Robinson was of the opinion funding was available. Cllr Balbirnie raised Tye Bridge as a matter of concern – **Clerk to inform Highways again and cc Derek Robinson.** Cllr Herbert raised gully as per Green Report. **Clerk to raise with Highways and advise of flood risk and when last cleared and cc Derek Robinson.**

30. **Website** – As per Clerks Report.
31. **Allotment Land** – The Chairman gave an update on the situation. Prior to legal action being taken to recover the existing land that was sold a proposal has been put forward for another piece of land. Before this proposal can be considered the PC have agreed unanimously that any proposal must not put them in a worse position than the original offer and must equal it. The PC has given their position on the offer and is waiting to hear back from the land owner and/or their solicitors.
32. **Car Park** – After some discussion Cllr Taylor suggested a professional be obtained to drive the scheme forward. Members all agreed. **Clerk to speak with Nigel Berry from Fenn Wright.**
33. **Community Resource Centre** – Members agreed in principle that the Resource Centre be sub-let to the Pre-School Leader subject to an appropriate Agreement be drawn up. Cllr Wright proposed the request be accepted subject to Council viewing and approving the lease or sub-let agreement. Cllr Taylor seconded the proposal. All in favour.
34. **Grants Policy** – Cllr Taylor updated the Meeting on the revised Grants Policy and Members agreed to view the revised Policy with a view to adopting it formally at the next Meeting. **Clerk to place on the March Agenda.**

35. **Village Green Sub-Committee Report –**

a) **Green Report**

Meeting at The Resource Centre, 7.30pm 27<sup>th</sup> January 2011-01-29  
Those present Cllr. Herbert and Council Contractor Mr.M. Dorling

Work carried out since last meeting:

Take PC goalpost down, take legs to EMS for small welding repair (done free of charge) re-erect goal in new position.

On the green, including The Spinney, trim trees and check trees for rot or damage. Fill hole with earth at signpost. Clear away broken bench in Plough Road. Clear brambles at east end, strim the ditch at Moors Close and the pond both to water level only. Cart away rubbish.

Clear gully near the Cricket Club to relieve flood water completely across the road - This is a Highway problem, the gully does not work in heavy rain.

The Path, trenches to soakaway were blocked, problem solved.

Forge Lane, where water was completely across the road, up to six inches deep. This area floods regularly and needs at least one roadside soakaway, also the South end of the concrete tracks where there is no drainage. This also needs a roadside soakaway. Cllr Hills suggested Cllr Herbert dig down to find a soakaway. Proposed by Cllr Wright, Seconded by Cllr Taylor.

Cllr Herbert suggested an increase on hourly rate for PC contractors. **Clerk to place on Agenda for March for a closed discussion.**

Hamilton House and Lea Brow – Caused damage to the Green following renovation works to property. Clerk to write advising householders are expected to repair the damage caused and seek confirmation this will happen.

**Clerk to get safety report to Vice Chairman.**

Meeting closed 7.50pm  
Bill Herbert

b) **Planning** – As above in Planning Meeting Minutes

36. **Other Reports**

- a) **Tendring District Association of Local Councils** – Cllr Taylor gave a report.
- b) **Transport Report** – Nothing to report.
- c) **Footpath Report** – The Footpath Representative read out his report:

The numbering of paths in the parish of Great Bentley is as stated on the “Definitive Map of Public Rights of Way for the County of Essex” dated 1 July 2002, scale 1:10,000. For descriptions of paths please see previous reports.

Notes on paths as at 31/01/11

- 1.
- 2.
- 3.
- 4.
- 5.
- 7. All woody vegetation cleared from seawall (trees & shrubs) to prevent erosion by Highways
- 8.
- 10.
- 11.
- 12.
- 13.
- 17.
- 19.

D.E.Gollifer  
(Footpath Representative) 31/01/11

Cllr Wright advised Footpath 12 had been levelled.

- d) **Caretaker Report** – The Clerk read out the report.
- e) **NAP Report** – No report available.
- f) **Village Events requiring Police Attendance** – No new events.

The Meeting closed at 8.32pm.

PUBLIC QUESTION TIME WILL BE FOR A MAXIMUM OF 10 MINUTES AND LIMITED TO 3 MINUTES PER PERSON AT THE DISCRETION OF THE CHAIRMAN

Mary Maskell – Spoke on the Allotment Land Issue, Housing Needs Survey and PCSO.

Mr Cole – Spoke on the Allotment land issue and PCSO

Mick Dorling – Spoke on the PCSO issue.

**The next Meeting will be held on Thursday 3rd March 2011**